



**Town of Southern Shores  
Council Meeting  
June 4, 2013**

The Town of Southern Shores Council met in the Pitts Center located at 5375 N. Virginia Dare Trail at 7:00 p.m. on Tuesday, June 4, 2013

**COUNCIL PRESENT:** Mayor Hal Denny, Mayor Pro Tem Jodi Hess, Council Members George Kowalski, David Sanders and Larry Lawhon.

**COUNCIL ABSENT:** None

**OTHERS PRESENT:** Town Manager Peter Rascoe, Town Attorney Ben Gallop and Town Clerk Sheila Kane.

**CALL TO ORDER / PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE**

Mayor Denny called the meeting to order at 7:00 p.m., led the Pledge of Allegiance, and held a Moment of Silence.

**APPROVAL OF AGENDA**

Mayor Denny requested to amend the agenda to include VII C. Planning Board Report.

**MOTION:** Council Member Lawhon moved to approve the agenda as amended. The motion was seconded by Council Member Sanders. The motion passed unanimously.

**INTRODUCTION OF 2013 LIFEGUARDS**

Ocean Rescue Director, Mirek Dabrowski introduced this summer's beach lifeguards.

**EMPLOYEE RECOGNITION**

Mayor Denny on behalf of the Town recognized the following employee's for 5 years of service:

- Officer Matt Cooke
- Sheila Kane

Chief Kole introduced Community Resource Officer, Anthony Beach.

**PRESENTATION OF SCHOLORSHIP AWARD FROM SSVFD RELIEF FUND**

Carlos Mercado, Chairman of the Local Fireman's Relief Fund on behalf of the Board of Trustees was proud to award Jarrett Davis a \$1000.00 scholarship. Jarrett Davis will be attending East Carolina University in the fall.

**CONSENT AGENDA**

The Consent Agenda consisted of the following items:

- Approval of Minutes – May 7, 2013
- Towne Bank of Currituck Site Plan Extension

**MOTION:** Mayor Pro Tem Hess moved to approve the consent agenda. The motion was seconded by Council Member Kowalski. The motion passed unanimously.

[Clerk's Note: A copy of Consent Agenda items are hereby attached as Exhibit A].

## **STAFF REPORTS**

**Town Planner:** Town Planner, Wes Haskett, presented his monthly report containing the following:

- Permitting and Inspections for May, 2013
- 2 Zoning Text Amendment applications have been submitted to be reviewed at the June 17th Planning Board meeting. One application is from the Southern Shores Civic Association to amend the current Wireless Ordinance. The other application is from Frederick Cardenas to amend the Schedule of District Regulations for the Commercial Zoning District to allow for Animal Boarding Facilities.
- Also, Planning Board members Bill Gleason and Bob Palombo have finished another three year term on the Planning Board and have indicated that they will not be serving another. Both have been dedicated and insightful members over the years and their knowledge and experience will be greatly missed. I'd like to thank them and say that it has been a privilege working with both of them.

[Clerk's Note: A copy of the Town Planner's report is hereby attached as Exhibit B].

**Police Department:** Chief Kole presented his monthly report.

**Southern Shores Volunteer Fire Department:** Chief Harvey presented his monthly report.

## **REPORTS FROM BOARDS, COMMITTEES, AND ASSOCIATIONS**

**Southern Shores Civic Association (SSCA):**

Jim Keller gave an informational report on behalf of the SSCA.

**Chicahauk Property Owner's Association (CPOA):**

No report

**Planning Board.**

Sam Williams, Chairperson reported on ZTA-13-02 an Amendment of the Town Zoning Ordinance regarding the following Section: Section 36-165, Regulations Governing Signs. The applicant, Duck Woods Country Club is proposing to amend Section 36-165, Regulations Governing Signs, by adding language to allow for Country Club signs. The proposed language, if approved, would allow Country Clubs to erect a one or two-sided sign not exceeding 32 square feet in size per face (excluding any support structure), or 9 feet in height above existing grade, which may be indirectly lighted and shall be setback at least 15 feet from the property line.

Town staff proposed an additional amendment to Section 36-57, Definition of Specific Terms and Words to include a definition for a Country Club. Town Staff proposed defining a Country Club as "a private recreational facility which is open to members and their guests and shall include a golf course and clubhouse. A swimming pool, tennis courts, and meal services may also be provided."

The Town Planning Board unanimously (5-0) revised and recommended approval of the proposed amendment. Town Staff also recommends approval of the proposed amendment, including the definition of Country Club. The Planning Board found the revised amendment to be

consistent with the Town's currently adopted Land Use Plan. Mr. Williams requested that Council set a Public Hearing for ZTA-13-02.

**ACTION:** Mayor Denny set a Public Hearing for ZTA-13-02 on June 18, 2013 at the Council Workshop Meeting.

### **PUBLIC HEARING-PROPOSED FY 2013-2014 BUDGET**

Mayor Denny opened the Public Hearing. Upon calling for public comment and hearing none he closed the public hearing.

**GENERAL PUBLIC COMMENT**-none

**OLD BUSINESS**-none

**NEW BUSINESS**-none

### **OTHER ITEMS**

#### Town Manager's report

The Town Manager addressed several issues:

- The Dare County Board of Equalization and Review adjourned for 2013 on May 23<sup>rd</sup> and heard all the appeals from the property reevaluation matters across the county. Southern Shores had a value reduction of \$236,400.00 which is less than 1% of the taxable value.
- The Town of Southern Shores is a co-sponsor along with Outer Banks Hospital's Urgent Care in an event to celebrate National Running Day that will take place on June 5 at 6:00 a.m.
- Prior to this evening's Council Meeting from 4-6 p.m. representatives from Kimley-Horn, the Town's contract project engineering firm, held a public forum on the replacement process for the Tall Pine Bridge. The project is in the actual environmental planning stage prior to right of way acquisition and actual design. The engineers will be designing the project to include accommodation for a multi-use path on the east side of the bridge. The anticipated construction date at this time is early 2014.
- On June 18<sup>th</sup> at the workshop meeting the Mayor will be requested to agendize approval of the loan documents for the financing of the Phase II canal maintenance dredging project.
- On June 18<sup>th</sup> the Town Engineer and Town Manager will present the CIP street prioritization list recommended for FY 13-14.
- The site selection company handling the tower site work for the SSCA's "park" site on Ocean Boulevard has made a proposal to lease a small site here on the Town Hall complex property and gain permission to construct a 120 ft. mono-pole cell tower similar to the one to be installed on the SSCA property. Aside from any concerns about aesthetics, the Town Planner confirms that such a location would require an amendment to the Town Code regarding the current set-back requirement. The Town Manager asked if Council was interested in considering a proposal from Velocitel/AT&T to install a wireless site on Town owned property. Mayor Denny and Council all concurred to consider such a proposal.

Town Attorney: none

Mayor's comments: none

Council Members' comments: none

**CLOSED SESSION**

**MOTION:** The Mayor moved to go into closed session pursuant to North Carolina General Statute §143-318.11(a)(6) Consideration of Personnel Issues and NCGS §143-318.11(a)(1) Approval of Closed Session Minutes. The motion was seconded by Council Member Lawhon. The motion passed unanimously.

**ADJOURN**

**MOTION:** Upon returning to open session Mayor Denny moved to adjourn. The motion was seconded by Council Member Lawhon. The motion passed unanimously. The time was 9:15 p.m.

ATTEST:

  
Mayor Denny

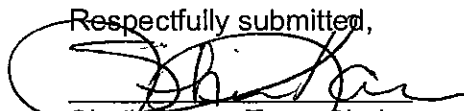
Respectfully submitted,  
  
Sheila Kane, Town Clerk

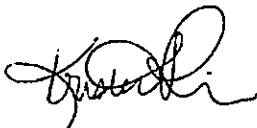
EXHIBIT A



May 30, 2013

To Whom It May Concern:

Stan White Realty and Construction would like to submit a request for the extension of the building permit issued for Towne Bank of Currituck. The building permit and zoning permit were authorized by the site plan approval which took place on June 21, 2011 and is set to expire on June 21, 2013. At this time the construction will not be completed upon the expiration of the current permit. Completion of this project has been delayed due to multiple architectural changes and unforeseen delays in relation to the multiple sub contractors on site. The approval of this extension will not be detrimental to the health, safety and general public welfare and will be in harmony with the spirit and intent of the town Zoning Ordinance. Please note this request has been submitted at 11:00am on May 30, 2013 to the Town of Southern Shores. We thank you for your time and consideration.



Kristen Prince, Corporate Assistant  
Stan White Realty & Construction, Inc.  
P.O. Drawer 1447  
2506 S. Croatan Highway  
Nags Head NC, 27959  
Office: 252-441-1515 Toll Free: 1-800-338-3233 Fax: 252-441-1209

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## EXHIBIT B

### 6-4-13 TC Report

#### Town Planner for Month of May

##### 1. Permitting and Inspections for May, 2013

-3 Zoning Permits were issued.

-39 building permits were issued: 0 new single-family dwellings, 2 additions, and 37 others.

-137 building inspections were conducted (69 job sites).

-9 single-family dwellings and one bank are currently under construction.

-Total amount of fees collected in May was \$5,000.40.

##### 2. June 17th Planning Board Meeting

-2 Zoning Text Amendment applications have been submitted to be reviewed at the June 17th Planning Board meeting. One application is from the Southern Shores Civic Association to amend the current Wireless Ordinance. The other is application is from Frederick Cardenas to amend the Schedule of District Regulations for the Commercial Zoning District to allow for Animal Boarding Facilities.

-Also, Planning Board members Bill Gleason and Bob Palombo have finished another three year term on the Planning Board and have indicated that they will not be serving another. Both have been dedicated and insightful members over the years and their knowledge and experience will be greatly missed. I'd like to thank them and say that it has been a privilege working with both of them.